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**From:** Connolly, Grace (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=GRACE.CONNOLLY]  
**Sent:** 7/12/2012 3:08:24 PM  
**To:** Collins, Debora (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MassMail-01/cn=Recipients/cn=Debora.Collins]; Han, Linda (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MassMail-01/cn=Recipients/cn=Linda.Han]  
**Subject:** FW: Lleshi, Hevis (311855)

Looks like the transfers may happen in time.

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**From:** Tarmey, Marilyn (EHS)  
**Sent:** Thursday, July 12, 2012 11:07 AM  
**To:** Daiute, Nancy W (HRD); Givhan, Shawn (POL)  
**Cc:** Hale, Matthew (HRD); Connolly, Grace (DPH); Cormier, Carol (EHS)  
**Subject:** RE: Lleshi, Hevis (311855)

Thanks Nancy- please see below.

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**From:** Daiute, Nancy W (HRD)  
**Sent:** Thursday, July 12, 2012 9:55 AM  
**To:** Tarmey, Marilyn (EHS); Givhan, Shawn (POL)  
**Cc:** Hale, Matthew (HRD)  
**Subject:** RE: Lleshi, Hevis (311855)

Since Sarah is out, I will be processing the transfers. I do not have any information on this issue so I'll need clarification a couple points:

- Am I only changing dept ID?- Not sure what the HRD process is?
- What is the new Dept ID? Shawn
- Will compensation remain the same? Yes
- What is the eff date of the transfer?7/1/12

I will need a complete list of the employees to be transferred, including: Shawn can you give to Nancy what you gave to Sarah

- Name
- Empl ID
- Position #

Once I have all this information I can begin the process of transferring.

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**From:** Hale, Matthew (HRD)  
**Sent:** Thursday, July 12, 2012 7:55 AM  
**To:** Tarmey, Marilyn (EHS); Unsworth, Sarah (HRD); Givhan, Shawn (POL)  
**Cc:** Daiute, Nancy W (HRD); Cormier, Carol (EHS)  
**Subject:** Re: Lleshi, Hevis (311855)

What's your phone #?

**From:** Tarmey, Marilyn (EHS)  
**Sent:** Thursday, July 12, 2012 07:49 AM  
**To:** Hale, Matthew (HRD); Unsworth, Sarah (HRD); Givhan, Shawn (POL)  
**Cc:** Daiute, Nancy W (HRD); Cormier, Carol (EHS)  
**Subject:** RE: Lleshi, Hevis (311855)

Hello,

The transfer has not happened yet I am very concerned as this will affect budget and employees getting paid appropriately. I received an e-mail that Sarah is off the next two days, who will be doing transfer on HRCMS? Please advise.

Thanks.

Marilyn

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**From:** Hale, Matthew (HRD)  
**Sent:** Wednesday, July 11, 2012 9:29 AM  
**To:** Tarmey, Marilyn (EHS); Unsworth, Sarah (HRD); Givhan, Shawn (POL)  
**Subject:** Re: Lleshi, Hevis (311855)

Guessing all this done now that gov signed budget?

**From:** Tarmey, Marilyn (EHS)  
**Sent:** Wednesday, July 11, 2012 09:27 AM  
**To:** Unsworth, Sarah (HRD); Givhan, Shawn (POL)  
**Cc:** Hale, Matthew (HRD)  
**Subject:** RE: Lleshi, Hevis (311855)

Hello,

I was unexpectedly off last week and am not sure the status?

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**From:** Unsworth, Sarah (HRD)  
**Sent:** Wednesday, July 11, 2012 8:51 AM  
**To:** Givhan, Shawn (POL)  
**Cc:** Tarmey, Marilyn (EHS)  
**Subject:** RE: Lleshi, Hevis (311855)

Hi Shawn,

At this point none of the DPH to POL transfers have been completed. If these are okay to be processed let me know and I can complete all of them today.

Thanks,  
Sarah

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**From:** Givhan, Shawn (POL)  
**Sent:** Tuesday, July 10, 2012 6:40 PM  
**To:** Unsworth, Sarah (HRD)  
**Cc:** Tarmey, Marilyn (EHS)  
**Subject:** FW: Lleshi, Hevis (311855)

Hi Sarah,

Please refer to the inquiry below from DPH. Thank you.

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**From:** Tarmey, Marilyn (EHS)  
**Sent:** Monday, July 09, 2012 10:29 AM  
**To:** Givhan, Shawn (POL)  
**Cc:** Connolly, Grace (DPH)  
**Subject:** FW: Lleshi, Hevis (311855)  
Hi Shawn,

Would you be able to assist with this transfer?  
Any questions please let me know.

Thanks.  
Marilyn

**From:** Wang, Ying (DPH)  
**Sent:** Monday, July 09, 2012 9:26 AM  
**To:** McGuire, Thomas M (DPH)  
**Cc:** Lambert, Debra (DPH); Connolly, Grace (DPH)  
**Subject:** Lleshi, Hevis (311855)

Hi Tom,  
Lleshi, Hevis (311855) has not been transferred to POL yet, and is still on DPH account [REDACTED] as of today. Could you please follow up with POL on this? Thanks, Ying

AMS Advantage - Windows Internet Explorer
https://hmar.state.ma.us/webapp/kmiAdvantage

Commonwealth of Massachusetts
Home Personal Help Accessibility Logout

Welcome, YING WANG
Employee Info Defaults/Exceptions Rules Labor History/Ad Mass Change CTR Payroll Maint

Employee Position Info
Save Data Save As Save
Close
Employee
Employee Pay Period Account
Employee Default Accounting
General Information
Position Information
Distribution Profiles
Fund Accounting
Event Accounting
Employee Appointment Account
Employee Event Accounting
Related Documents

### Employee Information

Employee ID:
Appointment ID:

Employee Default Accounting

Event Type	Labor Distribution Profile	Event Distribution Profile	Position Number	Fund	Department	Unit	Appr	Object	Program	Phase	BSA	Distribution Percent
✓				0100	DPH	FC00	81000750	401	PICD8K0546			1.0000

First Prev Next Last

Search:

General Information

Selection Date: 07/05/2012
Event Type:
Home Department: DPH
Event Type Desc:
Home Unit:
Global Default Used:
Global Default Department:
Departmental Default Used:
Event Override:
Event Department Override:
Document Override Allowed:

Position Information

Distribution Profiles

Start
5 Microsoft Office Outl...
AMS Advantage - Windo...
AMS Advantage - Windo...
AMS Advantage - Win...
7-2-12 Total filled postio...
Internet
9:24 AM